

BILL NO. S-21-10-11

SPECIAL ORDINANCE NO. S-_____

AN ORDINANCE approving CHANGE ORDER FOR PROJECT #220019 - \$13,491.50 by the City of Fort Wayne, Indiana, by and through its Department of Purchasing and EXTERIOR SERVICE, LLC for the PARKS AND RECREATION DEPARTMENT.

NOW, THEREFORE, BE IT ORDAINED BY THE COMMON COUNCIL OF THE CITY OF FORT WAYNE, INDIANA;

SECTION 1. That CHANGE ORDER APPROVAL FOR PROJECT #220019 in the additional amount of \$13,491.50 between the City of Fort Wayne, by and through its Department of Purchasing and EXTERIOR SERVICE, LLC for the PARKS AND RECREATION DEPARTMENT, respectfully for:

Change Order is for the demolition and reconstruction of the existing entry sidewalk at the Botanical Conservatory. Approximately 1155 square feet of concrete sidewalk leading to the main entry, located between the ROW at the corner of Jefferson Blvd. and Calhoun Street, will be removed and replaced;

involving a total Project #220019 cost of ONE HUNDRED TWO THOUSAND FOUR HUNDRED EIGHT-SIX AND 50/100 DOLLARS - (\$102,486.50) - (CHANGE ORDER AMOUNT - \$13,491.50) all as more particularly set forth in said CHANGE ORDER APPROVAL FOR PROJECT #220019 which is on file in the Office of the Department of Purchasing, and is by reference incorporated herein, made a part hereof, and is hereby in all things ratified, confirmed and approved.

SECTION 2. That this Ordinance shall be in full force and effect from and after its passage and any and all necessary approval by the Mayor.

Council Member

APPROVED AS TO FORM AND LEGALITY

Carol Helton, City Attorney

Board of Park Commissioners Approval Form

**Foellinger-Freimann Botanical Conservatory Front Landscape
Renovation: Change Order 1
Project: 220019
Quest Number: 7942242**

Project Approval Request

Scope of Work:

Work for this change order includes the demolition and reconstruction of the existing entry sidewalk at the Botanical Conservatory. Approximately 1155 square feet of concrete sidewalk leading to the main entry, located between the ROW at the corner of Jefferson Blvd. and Calhoun Street, will be removed and replaced.

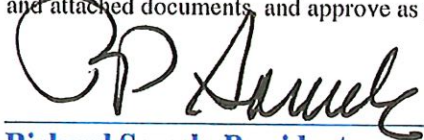
Exterior Service, LLC was originally awarded this project, and will be completing the work outlined above. Original contract amount was \$93,995.00 with a \$5,000.00 contingency allowance.

Board Approval:

At this time, I would like to request approval for an increase to Exterior Service, LLC's contract for \$13,491.50, bringing the total contract to \$102,486.50. This project is funded from the Botanical Conservatory Connector Trust.

The Fort Wayne Parks and Recreation and the Board of Park Commissioners, met to host their regularly scheduled monthly Board meeting on **October 14, 2021**, to approve the above referenced change order, in the amount of \$13,491.50; total contract **\$102,486.50**.

We, the Board of Park Commissioners, on the date stated do ATTEST, and sign to the above referenced and attached documents, and approve as presented.


Richard Samek, President

Attendance via Teleconference
Pamela Kelly, Vice President


William Zielke, Commissioner


Justin Shurley, Commissioner



Play well... Live well

FORT WAYNE PARKS AND RECREATION

1900 North Clinton Street

Fort Wayne, IN 46805

(260) 427-6000

www.fortwayneparks.org

Change Order No. 1 - Project #220019

Issuant Date:	10/8/21	Owner's File No. (P.O.):	21121170
Contractor:	Exterior Service, LLC	Contract For:	Botanical Conservatory Front Landscape Renovation

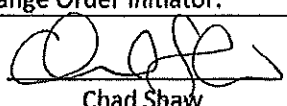
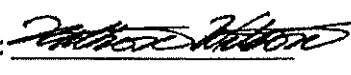
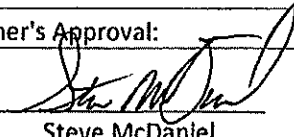
TYPE OF CHANGE:

Alteration	☒ Addition	Deduction	Other:
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You are authorized to make the following changes to this contract:

Allowance:	Contingency Allowance	\$5,000.00
Add:	Add Item #1 – Removal and Reconstruction of app. 1155 sq.ft. concrete entry sidewalk	\$13,491.50
Credit:		
	Credit Remaining Contingency Allowance:	\$0.00

\$93,995.00	Contract amount prior to this Change Order (includes Contingency Allowance)
\$8,491.50	Net Increase resulting from this Change Order
\$102,486.00	Current contract price INCLUDING this Change Order

Change Order Initiator:	Contractor's Acceptance:	Owner's Approval:
By:  Chad Shaw	By:  Steve McDaniel	By:  Steve McDaniel
Date: 10/8/21	Date: 10-08-2021	Date: 10/12/21

Exterior Service LLC

PO BOX 9134

IN 46899

Quote

Date	Estimate #
10/6/2021	1090

Name / Address
Board of Park Commissioners City of Fort Wayne 705 East State Blvd. Fort Wayne, IN 46805

Project
Botanical Conser. co...

Description	Qty	Rate	Total
JOB ID: Botanical Conservatory Concrete replacement			
Remove and replace approximately 260 SF of concrete walk. * All removed concrete to be hauled off site and disposed of * Concrete to have wire mesh reinforcement * Concrete finish to match existing pattern as the lower section Upper section in front of entry doors being quoted:		4,615.50	4,615.50
Remove and replace approximately 895 SF of concrete walk * All removed concrete to be hauled off site and disposed of * Concrete to have wire mesh reinforcement * Concrete finish to maintain the current walk. Lower section walk being quoted:		8,876.00	8,876.00
We thank you for this opportunity.		Total	\$13,491.50

Bid Tabulation

Project Name: Foellinger-Freimann Botanical Conservatory Front Landscape Renovation

Project #: 220019

Bids Due: August 5, 2021 at 11:00 am

CONTRACTOR:	Schenkel	Hamilton Hunter	Streibig	C3	Gabet	Exterior Services
Base Bid 1:	\$129,546.00	n/a	n/a	n/a	n/a	\$93,995.00
Total:	\$129,546.00	n/a	n/a	n/a	n/a	\$93,995.00

Submitted Forms:

Affirmative Action Form						
Non-Segregation Form						
Declaration of Indiana Business						
E.B.E. Declaration Form						
Conflict of Interest Form						
Form 96, Part I, Signed and Notarized						
E-Verify Form						
Drug Policy Acknowledgement Form						
List of Subcontractors/Suppliers						
Project References						

MEMORANDUM

To: City Council Members, City of Fort Wayne
From: Chad Shaw, Superintendent of Landscape and Horticulture
CC: File
Subject: Council Approval of Botanical Conservatory Front Landscape Renovation: Change Order
Date: October 18, 2021

The Fort Wayne Parks and Recreation Department, on behalf of the Board of Park Commissioners is requesting approval for a change order to an existing contract with Exterior Services, LLC.

The original contract is for the demolition of the existing landscape, installation of new electrical, lighting, and irrigation, grading of the project site, new hardscape and seating, and landscape installation at the front entrance of the Botanical Conservatory. The Conservatory's existing front patio will be kept in place, while the remainder of the landscape, irrigation, and lighting will be removed.

Work for this change order includes the demolition and reconstruction of the existing entry sidewalk at the Botanical Conservatory. Approximately 1155 square feet of concrete sidewalk leading to the main entry, located between the ROW at the corner of Jefferson Blvd. and Calhoun Street, will be removed and replaced.

The project was publicly bid through the City Purchasing office and Exterior Services, LLC was the most responsive low bidder with a base bid of \$93,995.00 with a \$5,000.00 contingency allowance. The quoted change order amount is for \$13,491.50, bringing the overall contract amount to \$102,486.50.

Please review the attached digest, bid tabulation and change order quote for more information.

I will be available at the Council meetings to answer any questions you may have.

We respectfully request your approval of this contract so that we may proceed with the work. If you have any questions, please feel free to contact me at 427-6027 or the Executive Director, Steve McDaniel at 427-6407.

Thank you in advance.

COUNCIL DIGEST SHEET

Enclosed with this introduction form is a tab sheet and related material from the vendor(s) who submitted bid(s). Purchasing Department is providing this information to Council as an overview of this award.

RFPs & BIDS

Quest Bid #	7942242
Awarded To	Exterior Services, LLC
Amount	\$102,486.50
Conflict of interest on file?	☒ Yes ☐ No
Number of Registrants	2
Number of Bidders	2
Required Attachments	Bids – attached Tab Sheet; Change Order Quote

EXTENSIONS

Date Last Bid Out	August 5, 2021
# Extensions Granted To Date	0

SPECIAL PROCUREMENT

Contract #/ID (State, Federal, Piggyback--Authority)	n/a
Sole Source/ Compatibility Justification	

BID CRITERIA *(Take Buy Indiana requirements into consideration.)*

Most Responsible, Responsive Lowest	☒ Yes ☐ No <i>If no, explain below</i>
If not lowest, explain	

COUNCIL DIGEST SHEET

COST COMPARISON

<i>Increase/decrease amount from prior years For annual purchase (if available).</i>	n/a
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DESCRIPTION OF PROJECT / NEED

<i>Identify need for project & describe project; attach supporting documents as necessary.</i>	Work for the overall project includes the demolition of the existing landscape, installation of new electrical, lighting, and irrigation, grading of the project site, new hardscape and seating, and landscape installation at the front entrance of the Botanical Conservatory. The Conservatory's existing front patio will be kept in place, while the remainder of the landscape, irrigation, and lighting will be removed.
	Work for this change order includes the demolition and reconstruction of the existing entry sidewalk at the Botanical Conservatory. Approximately 1155 square feet of concrete sidewalk leading to the main entry, located between the ROW at the corner of Jefferson Blvd. and Calhoun Street, will be removed and replaced.

REQUEST FOR PRIOR APPROVAL

<i>Provide justification if prior approval is being requested.</i>	n/a

FUNDING SOURCE

<i>Account Information.</i>	Funding source: Botanical Conservatory Connector Trust
